



Pensacola Junior College  
 Veterans Affairs Office  
**Dual Degree Request**

There is a process by which you can request approval to pursue two degrees (dual majors) at the same time (example, Associate in Arts and Associate in Applied Science).

Formal application must be made BEFORE you begin taking courses in the two programs of study and PRIOR to earning 37 credits in your currently DVA approved degree program.

Certification for payment can NOT be made for courses in the requested dual degree until they are approved. Do NOT enroll in courses not in you currently approved degree program assuming your request for the second degree will be approved.

Request for a Dual Degree should be submitted at least thirty (30) days PRIOR TO the term you want to have courses certified in your secondary degree.

Procedures for requesting Dual Degree:

- 1) Contact an Academic Advisor to complete a PJC *Request to Pursue Two Programs Simultaneously* form. After approval by Advisor or Program Manager, the form is to be submitted to PJC's Registrar's office (Bldg 2, PNS).
- 2) Complete, sign and submit this form to PJC's Veterans Affairs Office.
- 3) If Registrar's approves dual programs this office will be officially notified. PJC's Veterans Affairs Office will review your request for the dual degrees approved by Registrar.
- 3) This office will notify you by PirateMail of our decision.

\_\_\_\_\_  
 Print Name—Last, First, MI

\_\_\_\_\_  
 PJC Student ID #

\_\_\_\_\_  
 Primary Degree (Ex. Pre-Nursing—AA)

\_\_\_\_\_  
 Secondary (Ex. Emergency Med Tech—ATD)

Single career field to which the above leads: \_\_\_\_\_

Important-- See Back

(Ex. Health Care)

Expected term to begin classes in secondary degree \_\_\_\_\_

Important-- See Back

(Ex. January 2010)

\_\_\_\_\_  
 Signed

\_\_\_\_\_  
 Date

IMPORTANT--Student and Staff SEE BACK

8/09

